

## QUALIFICATIONS

- Must be a registered voter
- Must be a resident of the county in which the precinct is located
- Must not be an elected government official or a manager or treasurer for any candidate or political party
- Must not be a candidate in the election

## HOW APPOINTED

Precinct officials can be recommended by the political parties and are appointed by the county board of elections for a two-year term beginning in August of odd-numbered years.

## AVAILABLE POSITIONS

The CHIEF JUDGE is the head official and is in charge of Election Day activities, as well as picking up and returning Election Day supplies.

The JUDGES work closely with the Chief Judge and are responsible for conducting the election in the Chief Judge's absence. They must sign all official documents and serve on a panel to resolve any challenges.

The ASSISTANTS serve when needed and at the discretion and direction of the Chief Judge.

## TRAINING

All officials are required to attend training sessions conducted by the County Board of Elections prior to each major primary and general election.

## COMPENSATION

Precinct officials are compensated for their time spent in training and for Election Day.

## ELECTION DAY CHECKLIST

- Workers must maintain a continuous presence throughout the day
- Wear comfortable clothing and dress in layers for optimum comfort to account for varying temperatures
- Leave your campaign buttons and political jewelry at home
- Discussion of politics is not permitted while working at the polls
- Arrange for enough food and drinks for the entire day
- Smoking is not permitted in the polling place

## FOR MORE INFORMATION

If you would like more information on becoming a precinct election official, contact your County Board of Elections or your political party.

### *Hertford County Board of Elections*



700 North King Street  
PO Box 416  
Winton, NC 27986

Phone: 252-358-7812  
Fax: 252-358-7803

Email [hertford.boe@ncsbe.gov](mailto:hertford.boe@ncsbe.gov)

# Precinct Election Official



## Recruiting Guide and Application



*Hertford County Board of Elections*

<b>I am applying for the position of:</b>  <input type="checkbox"/> Any Position <input type="checkbox"/> Chief Judge <input type="checkbox"/> Judge <input type="checkbox"/> Assistant <input type="checkbox"/> One-Stop Worker	First Name		Middle Name	Last Name	<b>Party Affiliation</b>  <input type="checkbox"/> Democrat <input type="checkbox"/> Republican <input type="checkbox"/> Unaffiliated <input type="checkbox"/> Not Registered
	Date of Birth		Email address	Nickname (name you go by)	
	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Home Address		Mailing Address (if different)	
	Home Phone Number		Cell Phone Number	Work Phone Number	

**Please check the appropriate box:**

I am currently a registered voter in Hertford County: ☐ Yes ☐ No

I am over the age of 18: ☐ Yes ☐ No

I have good eyesight, good hearing, and I am able to sit for an extended period of time: ☐ Yes ☐ No

I am able to lift 30 pounds: ☐ Yes ☐ No

I have my own transportation to and from a polling place on Election Day: ☐ Yes ☐ No

I will be able to attend a 2-hour training session & 1-hour setup before each election: ☐ Yes ☐ No

I understand I will be required to assist other poll workers in my precinct on the eve of the election: ☐ Yes ☐ No

I am able to work from 6:00 AM to at least 8:00 PM on Election Day: ☐ Yes ☐ No

How confident are you in your skills with regards to technology: ☐ Very much ☐ Somewhat ☐ Not Much ☐ Not at all

Indicate the equipment that you are familiar with: ☐ Computer ☐ Printer ☐ USB Drive ☐ Barcode Scanner

**For Office Use Only**

Registered Precinct

Registration Number

Referral Source

Assigned Precinct

Date Received

**NOTICE TO APPLICANT—PLEASE READ BEFORE YOU SIGN BELOW:**

Persons appointed to these positions must be registered voters and residents of Hertford County, of good reputation, and able to read and write. Not more than one judge in each precinct shall belong to the same political party as the chief judge. No person shall be eligible who holds any elective office under the government of the United States or of the State of North Carolina or any political subdivision thereof. No person shall be eligible to serve as a precinct official who is a candidate for nomination or election. No person shall be eligible to serve as a precinct official who holds any office in a state, congressional district, county, or precinct political party or political organization, or who is a manager or treasurer for any candidate or political party, provided however that the position of delegate to a political party convention shall not be considered an office for the purpose of this subsection. The following categories of relatives are prohibited from serving as precinct officials of the same precinct: spouse, child, spouse of a child, sister or brother. No precinct official who is the wife, husband, mother, father, son, daughter, brother or sister of any candidate for nomination or election may serve as precinct official during any primary or election in which such candidate participates. The Board of Elections may remove you as a precinct election official for misbehavior or neglect of duty.

Your signature indicates you have read and understand this brochure. Receipt of your application does not guarantee your appointment as a Precinct Election Official. If appointed, you will be contacted by the Hertford County Board of Elections.

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Mail or deliver this application to: Hertford County Board of Elections –700 North King Street (PO Box 416), Winton, NC 27986

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